



WESTFIELD-WASHINGTON
ADVISORY PLAN COMMISSION

October 20, 2014
1410-SPP-21 & 1410-DP-33

Petition Number: 1410-SPP-21 & 1410-DP-33

Subject Site Address: Northeast corner of 161st Street and Ditch Road (the "Property")

Petitioner: Stoeppelwerth & Associates, Inc. (Brian K. Robinson) & Fischer Homes (Rich Henderson)

Request: Primary Plat and Development Plan review for Derby Ridge (formerly Frampton Estates) subdivision consisting of 82 single-family residential lots.

Current Zoning: Single-Family 3 (SF-3) w/ Commitments (Resolution No. 14-117)

Current Land Use: Undeveloped / Agricultural

Approximate Acreage: 54.52 acres +/-

Property History: 1407-ZC-01 Zoning Commitment Modification

Staff Reviewer: Jeffrey M. Lauer, Associate Planner

Procedural

- | | |
|--------------------------------|------------|
| ▪ TAC Review | 09/23/2014 |
| ▪ Public Notice Deadline | 09/26/2014 |
| ▪ APC (Public Hearing) | 10/06/2014 |
| ▪ APC (Approval Consideration) | 10/20/2014 |
-

PRIMARY PLAT DOCUMENTATION AND SUPPORTING INFORMATION: REVIEW COMMENTS

1. Location Map: (which may be prepared by indicated the data by notations on available maps) showing:
 - a. Subdivision name and location.
 - b. Any street related to the subdivision.
 - c. Title, scale, north point, and date.
 - d. Adjacent property land uses and Property Owners' names.

Comment: *Compliant*



2. Scale: A Primary Plat shall be drawn to a scale of fifty (50) feet to one (1) inch, or one hundred (100) feet to one (1) inch; provided, however, that if the resulting drawing would be over thirty-six (36) inches in shortest dimension, then a scale as determined by the Director may be used.

Comment: *Compliant*

3. Primary Plat: The following basic information shall be shown on the Primary Plat (unless otherwise provided on an accompanying Overall Development Plan (see also *Article 10.7 Development Plan Review*)), which shall be prepared by a land surveyor or planner:
 - a. Proposed name of the subdivision.
 - b. Names and addresses of the owner, owners, land surveyor or land planner.
 - c. Title, scale, north point and scale.
 - d. Streets on and adjoining the site of the proposed subdivision, showing the names (which shall not duplicate other names of streets in the community, unless extensions of such streets) and including roadway widths, approximate gradients, types and widths of pavement, curbs, sidewalks, crosswalks, tree plantings and other pertinent data.
 - e. Easements (locations, widths and purposes).
 - f. Statement concerning the location and approximate size or capacity of utilities to be installed.
 - g. Layout of Lots (showing dimensions, numbers and square footage).
 - h. Parcels of land proposed to be dedicated or reserved for schools, parks, playgrounds or other public, semi-public or community purposes.
 - i. Contours at vertical intervals of two (2) feet if the general slope of the site is less than ten percent (10%) and at vertical intervals of five (5) feet if the general slope is greater than ten percent (10%).
 - j. Tract boundary lines showing dimensions, bearings, angles, and references to section, township and range lines or corners.
 - k. Building setback lines.
 - l. Legend and Notes.
 - m. Drawing indicating the proposed method of drainage for storm sewers and other surface water drainage.
 - n. Other features or conditions which would affect the subdivision favorable or adversely.
 - o. A National Cooperative Soil Survey Map showing the soil limitations based upon the intended usage of the development of land.
 - p. A statement from County departments, State highway departments, or the Public Works Department concerning rights-of-way, road improvements, roadside improvements, roadside drainage, entrances, culvert pipes, and other specifications deemed necessary.



- q. If private sewage systems, then a statement from the County Health Officer whether private septic system can be used on the property.
- r. If legal drain is involved, then a statement from the County Drainage Board or County Surveyor's Office concerning easements, rights-of-way, permits, etc.
- s. If floodplain is involved, then a statement from the Indiana Department of Natural resources, Division of Water, concerning construction in floodway, including floodplain high water marks, etc.

Comment: *Compliant*

- 4. Covenants and Restrictions: The Plan Commission or Director may request a description of the proposed or recorded protective covenants or private restrictions if they are to be cross-referenced or incorporated on the plat of the subdivision or if they otherwise establish or grant rights related to the plat (e.g., easements). Covenants and restrictions may not independently lessen any requirement of this Ordinance or revise, alter, or change in any way any aspect of an approved plat without approval of the Director or Plan Commission.

Comment: *Compliant*

SF-3 ZONING ORDINANCE STANDARDS (WC 16.04.030)

The standards noted below are from the Westfield Zoning Ordinance as applicable to the SF-3 District.

- 1. Minimum Lot Area: 12,000 square feet
- 2. Minimum Lot Frontage: 50 feet
- 3. Minimum Building Setback Lines:
 - a. Front Yard: 20 feet
 - b. Side Yard: 10 feet
 - c. Rear Yard: 30 feet
- 4. Minimum Lot Width: 80 feet
- 5. Maximum Building Height: 25 feet
- 6. Minimum Living Area (Ground Floor):
 - a. Single Story: 1,200 square feet
 - b. Two Story: 800 square feet
 - c. Tri-level: 800 square feet
 - d. Story and one-half: 800 square feet

Comment: *Compliant*



PRINCIPALS AND STANDARDS OF DESIGN (WC 16.04.230) AND STANDARDS OF IMPROVEMENT (WC 16.04.240)

1. Street Standards

- A. The street and alley layout shall provide access to all lots and parcels of land within the subdivision, and where streets cross other streets, jogs shall not be created.
- B. Proposed streets shall be adjusted to the contour of the land so as to produce useable lots and streets of reasonable gradient.
- C. Certain proposed streets, where appropriate, shall be extended to the boundary line of the tract to be subdivided so as to provide for normal circulation of traffic within the vicinity.
- D. Wherever there exists a dedicated or platted portion of a street or alley adjacent to the proposed subdivision, the remainder of the street or alley to the prescribed width shall be platted within the proposed subdivision.
- E. Widths of streets shall conform to the standards specified in the Hamilton County Thoroughfare Plan and the Westfield Thoroughfare Plan.
- F. The maximum length of cul-de-sacs shall be six hundred (600) feet measured along the centerline from the intersection at origin to the center of the circle. Each cul-de-sac shall have a terminus of nearly circular shape with a minimum right-of-way diameter of one hundred (100) feet for streets abutting single family residential districts and one hundred twenty (120) feet for streets abutting all other districts.
- G. Alleys shall be discouraged in residential districts but may be included in commercial and industrial areas where needed for loading, unloading, or access purposes. Alleys shall be at least twenty (20) feet in width.
- H. All streets should intersect at ninety (90) degree angles for a minimum distance of one hundred (100) feet measured from the intersection of right-of-way lines. In no instance shall they intersect at less than eighty (80) degree angles onto Expressways, Primary Arterials, Secondary Arterials, or Collectors; or less than seventy (70) degree angles onto Local Roads or Streets.
- I. At intersections of streets the property line corners shall be rounded by arcs with radii of not less than 15 feet, or by chords of such arcs.
- J. If the smaller angle of intersection of two streets is less than 60 degrees, the radius of the arc at the intersection of property lines shall be increased as deemed advisable by the Plan Commission.
- K. Intersections of more than two streets at one point shall not be permitted.
- L. Street jogs with centerline offsets of less than one hundred twenty-five (125) feet shall not be permitted.
- M. Where parkways or special types of streets are involved the Plan Commission may apply special standards to be followed in their design.
- N. When subdividing land, consideration shall be given to all natural features, such as existing stands of trees, streams and creeks, historic locations, or similar conditions which, if preserved, will add attractiveness and value to the community.



- O. Only one street, driveway or point of vehicle access shall be permitted from a subdivision onto a primary arterial, secondary arterial, or collector. Two or more streets, driveways, or points of vehicle access may be permitted by the Plan Commission only if they are definitely needed to improve the safety and traffic circulation in the area, or are required because of the large size of a subdivision. Subdivisions shall not be designed to permit direct access by a driveway to any primary arterial, secondary arterial, or collector.
- P. A temporarily dead-ended street shall be permitted in any case in which a street is proposed to be and should logically be extended but is not yet constructed. An adequate easement for a turn-around shall be provided for any such temporary dead-end street which extends 200 feet or more in length. Such easement shall be automatically vacated to abutting property owners when said dead-ended street is legally extended.
- Q. Horizontal visibility on curved streets and vertical visibility on all streets must be maintained along the center lines as follows:
 - (1) Arterials 500 feet
 - (2) Collectors 300 feet
 - (3) Local 150 feet
- R. Curvature measured along the center line shall have a minimum radius as follows:
 - (1) Arterials 500 feet
 - (2) Collectors 300 feet
 - (3) Local 150 feet
- S. Between reversed curves on primary arterials and secondary arterials there shall be a tangent of not less than 100'; on collectors and local roads such tangent shall be not less than 40'.
- T. Maximum grades for streets shall be as follows:
 - (1) Arterials; not greater than six percent (6%).
 - (2) Collectors and local roads; not greater than ten percent (10%).
- U. The minimum grade of any street gutter shall not be less than three-tenths percent (0.3%).
- V. No fence, wall, hedge, tree, or shrub planting which obstructs sight lines and elevation between 3' and 12' above the street shall be placed or permitted to remain on any corner lot within the triangular area formed by the right-of-way lines and a line connecting points:
 - (1) 40' from intersections of Collectors or Local Roads
 - (2) 75' from intersections of Expressways or Arterials
 - (3) 10' from intersections of driveways or alleys.
- W. No driveway shall be located within 75' of the intersection of two street lines.
- X. Acceleration lanes, deceleration lanes, passing blisters, or left turn lanes may be required to be constructed at the intersection of any proposed local road with an expressway, arterial, or collector.
- Y. At the intersection of any proposed local road or street with and Expressway, Primary Arterial, Secondary Arterial, or Collector; acceleration lanes, deceleration lanes, passing blisters, or left turn lanes may be required to be constructed.

Comment: *Petitioner will continue working with the Westfield Public Works Department to ensure compliance with all applicable standards of design and improvement*



2. Lot Standards:

- A. All lots shall abut on a street.
- B. Side lines of lots shall be at approximately right angles to straight streets and on radial lines on curved streets, some variation from this rule is permissible, but pointed or very irregular lots should be avoided.
- C. Corner residential lots shall be of sufficient width to permit appropriate setbacks from both streets.

Comment: *Compliant*

3. Easement Standards:

Easements for utilities shall be provided. Such easements shall have a minimum width of 20', and where located along lot lines, one-half of the width shall be taken from each lot. Before determining the location of easements the plan shall be discussed with the local public utility companies to assure their proper placing and the installation of such services.

Comment: *Petitioner will continue working with Westfield Public Works Department to ensure compliance*

4. Green Belt Space:

- a. All subdivisions of more than (5) acres shall set aside a minimum gross area for the purpose of development into green belt space:
 - i. SF3: 12% of gross area
- b. A public way, crosswalk or easement not less than 15 feet in width shall be provided for access to the required green belt space
- c. Green belt space, where applicable, shall be placed adjacent to or connected to existing or proposed green belt space located on adjoining property

Comment: *Compliant*

DEVELOPMENT PLAN: REVIEW COMMENTS

1. Site Access and Site Circulation:

- a. All proposed site access locations shall comply with the requirements of the Indiana Department of Transportation, Driveway Permit Manual (1996 Version) and any amendment thereto, which is hereby incorporated into and made a part of this Ordinance by this reference;
- b. All proposed site access locations shall provide for the safe and efficient movement of vehicular and pedestrian movement to and from the proposed development; and,
- c. Site circulation pattern shall be designed to minimize conflicts between vehicular and pedestrian traffic, and create a safe and efficient movement of both vehicular and pedestrian



traffic in and around the subdivision. Subdivisions shall be provided with internal sidewalks or pathways along all internal streets as well as sidewalks or pathways along perimeter streets. All sidewalk or pathway systems shall be designed so as to connect to an existing or proposed sidewalk or pathway network.

Comment: *Petitioner will continue working with all applicable agencies to provide pedestrian connectivity across the John Edwards Drain Tile, floodway, floodway fringe, and utility easements, connecting Sections 1 and 4 (See Conditions)*

2. Landscaping:

a. Selection

- i. Shade Trees: Shade trees shall be a minimum of eight (8) feet in height and have a caliper measure of at least two (2) inches, measured twelve (12) inches above finished grade. Shade trees shall be of a variety that will attain an average mature spread greater than twenty (20) feet.
- ii. Evergreen Trees: Evergreen trees shall be a minimum height of six (6) feet.
- iii. Ornamental Trees: Ornamental trees shall have a minimum trunk size of two (2) inches in caliper, measured six (6) inches above finished grade.
- iv. Shrubs shall possess a minimum height of eighteen (18) inches at the time of planting.
- v. Substitutions: If plant substitutions become necessary due to seasonal planting problems or a lack of plant availability, revisions to planting plans shall be permitted based on the substitutions list below. For on-site requirements only, substitutions may be made for up to one-half (50%) of required plants. If plant substitutions do not fulfill the following criteria, changes to previously-approved plans shall be resubmitted and reviewed for new approval.
 - A. 1 shade tree = 2 ornamental trees = 2 evergreen trees
 - B. 1 ornamental tree = 1 evergreen tree

Comment: *Compliant*

b. On-Site Standards:

- i. Yards, setback areas, and green space areas within developments shall be landscaped with live vegetation.
- ii. Shade Trees: 4 per dwelling unit
- iii. Ornamental/Evergreen: 2 per dwelling unit
- iv. Shrubs: 4 per dwelling unit
- v. A proportional decrease in the required number of trees is allowed if larger caliper trees are planted. Trees with caliper measures of four (4) inches may replace two (2) required two (2) inch caliper trees.

Comment: *Compliant*



- c. Road Frontage Standards:
 - i. In residential developments, where property abuts primary arterials, secondary arterials, or collector roads not internal to subdivisions, at least one shade tree per thirty (30) linear feet of road frontage shall be planted adjacent to road rights-of-way. Trees planted along road frontage in residential developments may be credited toward overall on-site landscaping requirements set forth in Table 16.06.050-01.
 - ii. Shade trees required to be planted along road frontage shall be located outside drainage and utility easements, shall be located in a manner that mitigates interference with infrastructure located within such easements and may be clustered or grouped in order to attain creative site design.
 - iii. When evergreen and/or ornamental trees are preserved along road frontage and qualify for preservation credit, they may count 1:1 toward road frontage requirements.

Comment: *Compliant*

- d. Buffer Yard Requirements:
 - i. SF-3 – AG-SF1: 20 feet
 - ii. SF-3 – SF-2: 20 feet
 - iii. Within buffer yards, at least one (1) evergreen tree per thirty (30) linear feet and five (5) evergreen shrubs per thirty (30) linear feet shall be planted. Such plantings should be arranged in a manner that creates a visual barrier between uses without precluding connectivity between uses. In order to create a more effective buffer, the Plan Commission may approve evergreen trees to be substituted in lieu of evergreen shrubbery on a 1:3 basis (tree : shrub). Up to 60% of shrubbery may be substituted for trees.
 - iv. If woodlands are located within buffer yards, preserved trees may be substituted for required plants in buffer yards (see 16.06.030, Selection, Installation, and Maintenance of Plant Materials for substitution guidelines).
 - v. In residential districts, plantings required to be placed in buffer yards shall not be credited toward total on-site landscaping requirements set forth in Table 16.06.050-01.
 - vi. Buffer yards shall not be required between uses within planned developments or within subdivisions.

Comment: *Compliant*

- e. Preservation and Replacement of Trees
 - i. Developers shall take reasonable measures to design and locate proposed structures in a manner that minimizes the destruction of significant tree specimens.
 - ii. Prior to site development plan approval or the issuance of a building permit, developers shall inventory all trees which possess a caliper measure of at least twelve (12) inches. Tree inventories shall depict locations, sizes, and common names of

- existing trees and individual shrubs; areas containing dense trees or shrubs; and other natural site features. Existing trees that are to be preserved shall be credited toward required landscaping requirements based on the sizes of such preserved trees.
- iii. The following considerations shall be made in regard to tree preservation efforts:
 - A. The practicability of arranging site plan components around existing features. Plans for groups of structures should be designed so as to preserve areas of high tree concentrations, desirable individual tree specimens, and desirable stands of trees and shrubs;
 - B. The condition of vegetation with respect to continued vitality;
 - C. The possibility of preserving vegetation through pruning rather than removal;
 - D. The desirability of a particular tree or species by reason of its appearance; historic or ecological significance; botanical characteristics; and the function the vegetation would fulfill as a site plan component;
 - E. The practical and economic possibility of designing the location and grades of proposed structures and paving to preserve existing vegetation; and
 - F. The potential for interference with utility services along the use of road and walkways.
 - iv. Tree preservation plans shall be submitted with site plans that detail locations, sizes, and common names of preserved trees; individual shrubs; areas of dense tree or shrub concentrations, and other natural features which are to be preserved or removed. No disturbance shall be permitted in the critical root zones of preserved trees. Disturbances include trenching, backfilling, driving or parking equipment, and dumping trash, oil, paint, or other materials detrimental to plant health.
 - v. Should any tree designated for preservation die within five (5) years of project completion, the owner shall replace such tree with a tree (or trees) of equal tree preservation value within 180 days (see following paragraph for value calculation).
 - vi. Incentives to Preserve Trees – Existing trees that are preserved shall contribute to required on-site landscaping, based proportionally on their caliper measure. Certain “cull” species and deformed trees may not be permitted to be credited. Preserved trees under eight (8) inches in caliper shall be credited at the rate of one (1) times the caliper measure of such trees. However, trees with a caliper of less than two (2) inches shall not qualify for credit. Preserved trees between eight (8) and sixteen (16) inches in caliper shall be credited at the rate of two (2) times the caliper measure of such trees. If preserved trees possess caliper measures of sixteen (16) inches or greater, credit shall be calculated at the rate of four (4) times the caliper measure of such trees. A qualifying six (6) inch caliper preserved tree shall be credited as tree (3) required two (2) inch caliper trees. A qualifying fourteen (14) inch caliper preserved tree shall be credited as twenty-eight (28) required two (2) inch caliper trees. And, a qualifying eighteen (18) inch caliper preserved tree shall be credited as thirty-six (36) required two (2) inch caliper trees.
 - vii. Barriers shall be used to protect trees during site development. Barriers shall be specified on landscape plans and shall be placed at or beyond the drip-lines of trees to be preserved. Such barriers shall remain in place during site construction. No vehicles, machinery, tools, chemicals, construction materials, or temporary soil deposits shall



be permitted within such barriers. No notices or other objects shall be nailed or stapled to preserved trees.

- viii. Grading measures or protective devices, such as tree wells, tree walls, or specialized fill and pavement designs, shall be installed when necessary to preserve identified tree specimens.

Comment: *Compliant*

3. Lighting:

- a. All lighting fixtures, with the exception of internally-illuminated signage or Electronic Signage, shall be fully shielded and direct light downward toward the earth's surface;
- b. All lighting sources shall be directed away from reflective surfaces to minimize glare upon adjacent property and public rights-of-way;
- c. All lighting sources, with the exception of internally-illuminated signage or Electronic Signage, shall be positioned in such a manner as to direct light away from adjacent property and public rights-of-way.
- d. Light pole height shall not exceed twenty-five feet (25'). All parking area light fixtures shall be designed and located to confine emitted light to the parking area; and,
- e. All lighting fixtures must meet building code requirements for their appropriate construction class.
- f. The application for any permit required by Westfield-Washington Township that proposes outdoor lighting shall submit a lighting plan set which includes:
 - i. A site plan indicating the location of all lighting structures, supports and fixtures, including those fixtures which presently exist on site and those which are proposed for the site;
 - ii. A graphic and/or textual description of all lighting fixtures, both proposed and existing on-site. The description may include, but is not limited to cut sheets and illustrations by the manufacturer, lamp types, wattages, and lumen output;
 - iii. A site plan with luminance levels superimposed on the site plan in the form of an iso foot-candle diagram;
 - iv. All plot lighting levels shall be depicted at 10-foot intervals or less;
 - v. The iso foot-candle diagram shall plot foot-candle increments of one-half (0.5) foot-candle or less;
 - vi. Photometric data depicting the angle of cut off of light emissions; and
 - vii. Any other information that the Planning Director determines necessary to ensure compliance with the provisions of this chapter.

Comment: *Compliant*

4. Signs: See comment.

Comment: *Signage is handled through a separate sign permit process*

5. Building Orientation:



- a. In order to create variation and interest in the built environment, all new single family subdivisions shall utilize appropriate techniques (e.g., plat restrictions, building setback lines, or other method as approved by the Plan Commission) to accomplish the design objectives as set forth below:

At least one of the two design objectives:

- i. Development of single family subdivisions in which single family lots are so laid out that dwellings are located with the front of the dwelling oriented toward the perimeter street of the subdivision. This design objective may be accomplished through the utilization of frontage road in those instances where the classification of the perimeter street would prohibit individual lots from gaining access to the perimeter street; or,
- ii. Single family dwellings located on lots adjacent to a perimeter street of a subdivision and located so as to have a rear or side façade oriented to said perimeter street shall utilize multiple textures (e.g., rough, smooth, striated, etc.) or multiple architectural elements (e.g., quoins, pilasters, soldier courses, lintels, friezes, cornices, dentils, architraves, etc.) on each façade visible from the perimeter street; and,

At least two of the following three design objectives:

- i. Development of single family subdivisions in which the front façade of an attached or detached front load garages are stepped back from the front building line by at least one-half of the depth of the single family dwelling on the lot;
- ii. Development of single family subdivisions in which the building setback line varies within each lot face to eliminate monotonous building placement; or,
- iii. Development of single-family subdivisions in which no two single-family dwellings may be located on side to side adjacent lots with the same combination or proportion of roofing or siding materials on each façade visible from a public street. This design objective may be accomplished through the use of different combinations or proportions of roofing or siding materials on each front façade, like-oriented faced and facing façade of single-family dwelling located on adjacent lots and visible from a public street. Simple variation in color scheme shall not be deemed sufficient.

Comment: *Compliant. To be confirmed at the time of building permit*

6. Building Materials:
 - a. No single family dwelling shall utilize rolled roofing or tar paper as the visible final layer of roofing materials.
 - b. No single family dwelling shall utilize vinyl siding on more than twenty-five (25) percent (exclusive of window or door areas) of any façade.
7. Development Plan as Requirement for Primary Plat Approval. Approval shall not be granted to any primary plat unless a development plan shall have been approved prior to or contemporaneous with the primary plat.



8. Findings Require for Approval of a Development Plan. The Plan Commission or Community Development Director may approve a Development Plan upon finding that:
 - a. The proposed development is consistent with the intent and purpose of the Westfield-Washington Township Comprehensive Plan; and,
 - b. The proposed development plan satisfies the development requirements specified in this Ordinance.
9. Plan Documentation and Supporting Information. All requests for Development Plan approval shall include the following plans, as set forth Subsection J., below:
 - a. Site Plan.
 - b. Site Plan (for individual single family dwellings or accessory residential structure on an individual lot in a Residential District).
 - c. Overall Plan
 - d. Landscape Plan.
 - e. Building Elevations.
 - f. Lighting Plan.
 - g. Sign Plan.
 - h. Site Access and Site Circulation Plan.
 - i. A Traffic Impact Study (when a proposed development meets or exceeds the warrants of the INDOT Traffic Impact Study Guidelines (i.e., (i) 150 or more dwelling units; (ii) 15,000 square feet or more of retail space; (iii) 35,000 or more square feet of office space; (iv) 70,000 square feet or more square feet of industrial space; (v) 30,000 square feet or more of educational space; (vi) 120 or more occupied rooms; (vii) 46,000 or more square feet of medical space; or, (viii) any mixed use development which generates 100 or more peak hour trips in the peak direction).
 - j. Statement of Development Build-out.
 - k. Green Space Provisions.

Comment: *Compliant*

STAFF COMMENTS:

Staff recommends approving the petition with the following conditions:

1. Prior to the issuance of a building permit, the petitioner shall obtain all necessary approvals and permits from the applicable agencies (e.g., Westfield Public Works Department, Hamilton County Surveyor's Office, Indiana Department of Environmental Management, utility/service providers) for the design and installation of the required eight (8) foot-wide perimeter path along Ditch Road traversing the John Edwards Drainage Tile, floodway, floodway fringe, and utility easements.
2. The petitioner shall record the commitment modification instrument, approved by the Council as Resolution No. 14-117, with the Hamilton County Recorder's Office and return a copy of the



WESTFIELD-WASHINGTON
ADVISORY PLAN COMMISSION

October 20, 2014
1410-SPP-21 & 1410-DP-33

recorded instrument to the Economic and Community Development Department prior to the approval and recording of a secondary plat of the property.

If you have any questions for staff or regarding any comments made in this letter, then please contact Jeffrey M. Lauer at (317) 910-2927 or jlauer@westfield.in.gov.